



**MONTANA STATE EMPLOYERS COUNCIL
EXECUTIVE BOARD BUSINESS MEETING
MINUTES**

Wednesday – January 30, 2008

8:00 a.m. – 12:00 p.m.

Walt Sullivan Building, 2nd floor Conference Room, Helena

Members Present: Cal Boyle, Karen Dellwo, Patty Nordlund, Betty Stone, Gary Willis, and Chris Wilhelm

Guests: Andy Lublin, Assistant Bureau Chief, Job Service Operations Bureau, and Kay Strayer, Job Service Operations Bureau

Recorder: Chris Wilhelm

I. Business Meeting – Call to Order – Chairman Cal Boyle called the meeting to order and welcomed everyone.

- A. Approval of Agenda – The agenda was approved as presented.
- B. Approval of Minutes – Betty Stone moved to approve the minutes as presented; Gary Willis seconded the motion, which carried unanimously.
- C. Correspondence – Loralee Robinson, executive director of Jobs for Montana's Graduates, sent a thank you card for the \$600 donation the MSEC awarded. The donation will be used to help send JMG students to the national JAG conference.

II. REPORTS AND UPDATES

- A. MSEC / JSEC Vision – Andy Lublin reviewed past discussions about the need for each JSEC to incorporate and seek tax-exempt status. He shared the recent Department of Labor and Industry legal staff's recommendation to make sure JSEC Coordinators do not handle JSEC money to protect both the JSEC and the JSEC Coordinator. Previously, it was believed the JSECs were protected under the MSEC's incorporation and tax-exempt status. However, each JSEC has its own identity and accounts. JSECs are not protected under the umbrella of the MSEC. If legal action were ever taken against a JSEC, action could also be taken against the officers. It is for this reason the Department recommends each JSEC register for incorporation with the Secretary of State. Being incorporated protects officers from any personal liability. Another recommendation is to obtain tax-exempt status from the IRS. Discussion ensued regarding the recommendations. Members discussed options for funding MSEC activities. Many ideas were brainstormed; however, members did not feel they could commit to any without further exploration.
- B. Treasurer's Report – Sylvia Murray reported CD interest earned \$188.93, 1 check was written to JMG for \$600, 1 CD was renewed at 4.15% for 7 months, and an account balance of \$10,022.24. Gary Willis moved to accept the treasurer's report as presented; Patty Nordlund seconded the motion, which carried unanimously.

- C. MSEC By-Laws – Members were sent proposed by-law changes to review. The changes were discussed. The following proposed changes were accepted unanimously.

- 4.2(b)
- 4.2(c)
- 4.5
- 5.1
- 5.6
- 5.9
- 5A.1
- 5A.2
- Areas of Representation were updated to reflect those adopted at the October 24, 2007 meeting.

The following proposed changes were rejected.

- 5B.1

- D. JSEC 501(c)(3) Status and By-Law Boilerplate – Chris Wilhelm is developing a tool box for JSEC use to incorporate and seek tax-exempt status. It includes a PowerPoint presentation, sample forms for both the Montana Secretary of State and the IRS, recommended language to be included on the forms and in by-laws, and a by-law boilerplate. The PowerPoint clearly explains the need for JSECs to incorporate and seek tax exempt status. It can be shown to individual JSECs. Members requested minor clarifications be added to the PowerPoint, and that it be presented at the annual JSEC meeting in Great Falls on April 14, 2008. It should be made clear the presentation is a learning session, not legal or tax advice.
- E. New Region Representative Status – *** has been nominated for Region 1 Representative. Members approved the nomination. Cal requested Chris contact *** and convey her appointment.
- F. Award Coordinators Status – Almost half of the JSECs have responded to the request for an Award Coordinator volunteer.
- G. 2008 Conference Update – This year's conference has two full days devoted to employers. The keynote speaker is Greg Newton. The conference will be advertised to SHRM, Chambers of Commerce, local businesses, the State Workforce Investment Board, and higher education. The Great Falls JSEC is coordinating the Early Bird Networking Event and the Award Ceremony. They did state they would not coordinate the silent auction as they felt it was too much work. Betty Stone volunteered to staff and run the silent auction.

III. NEW BUSINESS

- A. MSEC Funding – Cal expressed the MSEC's need to identify ways to fund itself. Currently the only funding sources are 75% of the net raffle proceeds, and the silent auction. One option members discussed was that of collecting dues from the JSECs based on a percent of their gross income. However, they felt the MSEC did not yet provide enough for the JSECs to justify dues.

- B. MSEC Term – The current term of MSEC members and officers is one year, and concurrent terms are allowed. The question was raised if one-year terms are conducive to maintaining the momentum of an active board. With only two meetings a year, continuity can be difficult. Two options were proposed: 1) extend the term of each officer to 2 or 3 years; and 2) require a succession from Vice Chair to Chair to Past Chair. Changes to member terms would require a change to the by-laws. Members requested the proposed changes to the by-laws be presented at the annual JSEC meeting on April 14, 2008. Proposed changes to the by-laws should be on the agenda after Board elections.
- C. Award Criteria – Chris will revise the award criteria in an attempt to simplify criteria. Simplification is hoped to drive larger numbers of nominations. The proposed revisions will be sent to MSEC members for their review. Comments should be returned to Chris by February 15th.
- D. MSEC Logo – It was asked if the MSEC should have their own logo now that it is being made clear that JSECs are separate entities. Discussion ensued. Members requested Chris develop samples which contain text similar to “Supporting JSEC activities throughout Montana” to make clear the ties between MSEC and JSEC. Members will select the new logo via electronic votes.

V. Next Meeting – April 14, 2008; 2:30 PM – 5:00 PM

VI. ADJOURN – there being no further business, the meeting was adjourned.